

**SHAMONG TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
DECEMBER 19, 2017, 7:00 PM
INDIAN MILLS MEMORIAL SCHOOL**

The Regular Meeting of the Shamong Township Board of Education was called to order at 7:00 p.m. by Board President, Melissa Ciliberti.

ROLL CALL

Melissa Ciliberti, Jeffrey Siedlecki, Michael Tuman. and Jeffrey Warner.

Susan Daniels was absent.

Others Present: Dr. Christine Vespe, Laura Archer, Tim Carroll, Robyn Klim, Nicole Moore.

The flag salute was conducted.

Kim Martin, Music teacher at IMS, presented a summary of the music program, Chorus, and Orff Ensemble at IMS, and led groups of students in music presentations.

Kevin Frenia from Holman, Frenia and Allen, the district's Auditor of Record, provided an Audit Presentation/Summary, advising it was a clean audit, with no comments or recommendations. He also reviewed the district's CAFRA and AMR.

VISITORS

The New Jersey Public Meeting Law was read by Melissa Ciliberti, after which Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 7:24 p.m. A parent commended on the schools' programs, but expressed concern that more parent participation isn't available for their child's classroom, and asked for consideration of expanding how many can possibly interact with the class. The meeting was closed at 7:27 p.m.

SUPERINTENDENT'S and ADMINISTRATORS' REPORTS

Christine Vespe, Superintendent, provided her monthly report, and thanked Susan Daniels for her service and hard work as a Board Member. Dr. Vespe reported on the Parent Academy program, the new School Resource Officer at Seneca, and announced Todd Hall received the award of Safety Star of the Year at the recent JIF Dinner, and is serving as the liaison between the school district and Shamong Township. She advised the new website has been launched, and thanked Nelson Vasquez and Kristjan Gatewood. Dr. Vespe indicated that the district is preparing for QSAC Review in January, and that she, Nelson Vasquez and Anastasia Hanneken will be presenting on MakerSpace at the State's TechSpo conference. Dr. Vespe thanked Robyn Klim for all her work and innovative programs, as this is her last Board meeting before moving to her new position, and indicated approval is requested on this agenda for a new Director of Pupil Services.

Laura Archer, Business Administrator, provided her monthly report, including that the audit is complete, with no comments or recommendations, and commended the Business Office staff. She also noted that the district received various awards at the recent JIF Dinner, including Safety Elite II award, Certificate of Excellence for prompt claim reporting, with thanks to Jackie Johnson, Merle Compton and the nurses, and provided kudos to Todd Hall for selection as Safety Star of the Year. She presented the Board with a check for \$4,500 representing monetary awards from JIF. Ms. Archer discussed the well-pit renovations and process, as well as the MidYear Budget Review with the County Department of Education, and the continuing budget process.

Nicole Moore, IMS Principal, provided her monthly report, commending Kim Martin, IMS Music Teacher, for the music programs she coordinates and her hard work with IMS students in working with difficult instruments, and provided other building-related information. Tim Carroll, IMMS Principal, provided his monthly report, discussing ongoing PLC work, Community Service events through student groups, and other building-related information. Robyn Klim, Director of Pupil Services, provided her monthly report, including information on the Therapy Dog program, and thanked the Board, Dr. Vespe, the Administrative Team, and staff for their support during her time in Shamong.

COMMITTEE REPORT

For the Shamong Township Foundation for Educational Excellence, it was reported that there are grants being presented on tonight’s agenda for review and approval, and provided highlights from the various grants..

ROUTINE MATTERS and FINANCIAL REPORTS TO THE BOARD

Jeffrey Warner moved, seconded by Michael Tuman, to approve the following:

- 5.01 Minutes of the October 16, 2017 Executive Session Board meeting
- 5.02 Minutes of the November 21, 2017 Board meeting
- 5.03: Board Secretary’s Report for the month of October 2017
- 5.04: Treasurer’s Report for the month of October 2017
- 5.05: Budget Transfers for the month of November 2017
- 5.06 Nutri-Serve Food Management Financial Report for the month of October 2017

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Susan Daniels
Jeffrey Siedlecki
Michael Tuman
Jeffrey Warner

Jeffrey Siedlecki abstained from item 5.02

APPROVAL OF BILLS

Michael Tuman moved, seconded by Jeffrey Siedlecki, to approve the Check Runs dated December 19, 2017.

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Susan Daniels
Jeffrey Siedlecki
Michael Tuman
Jeffrey Warner

BUSINESS and FINANCIAL

Jeffrey Siedlecki moved, seconded by Jeffrey Warner, to approve the following Business and Financial items:

- 7.01 Approval of travel and related expense reimbursements, in accordance with 6A:23A-7.4 and associated Resolution(s).

7.02 Approval of the following resolution:

WHEREAS, the 2016-2017 financial audit of the Shamong Township School District, for the fiscal year ended June 30, 2017, as prepared by Holman, Frenia, Allison, PC, has been received and reviewed by the Board of Education; and

WHEREAS, copies of the summary Audit Report have been made available to the public;

NOW THEREFORE, BE IT RESOLVED by the Shamong Township Board of Education that the 2016-2017 financial audit and CAFRA report is hereby accepted.

7.03 Approval to approve the attached resolution approving and authorizing the execution of an Equipment Lease contract from U.S. Bancorp Government Leasing and Finance, Inc.

7.04 Approval to accept a donation of \$5,000, from an anonymous donor, for the Student Activities Account, designated as “Nurses Community Fund”, to be used for families in need.

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Susan Daniels
Jeffrey Siedlecki
Michael Tuman
Jeffrey Warner

LEAVES OF ABSENCE

Jeffrey Warner moved, seconded by Michael Tuman, to approve the following leaves of absence:

Leaves of Absence:

- Employee #4093, Medical LOA, paid, effective November 13 through December 22, 2017
- Employee #4096, Medical LOA, paid, effective November 29 through December 29, 2017
- Employee #4189, Medical LOA, paid, effective January 2-12, 2018

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Susan Daniels
Jeffrey Siedlecki
Michael Tuman
Jeffrey Warner

PERSONNEL APPOINTMENTS

Michael Tuman moved, seconded by Jeffrey Warner, to approve the following Personnel Appointment items:

11.01 Approval to employ Sandra Thurston as Director of Pupil Services, for the Shamong Township School District, effective February 20, 2018, at an annual salary of \$115,000, prorated.

11.02 Approval for Lisa Fuchs to move on the Salary Guide, to BA+30, effective February 1, 2018.

11.03 Approval of Patricia Kimmel to serve as a volunteer in the district during the 2017-2018 school year.

11.04 Approval for Kristi Almond to serve as a teacher in the Family/Parent Education event at IMMS in January, replacing Lisa Ryan.

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Susan Daniels
Jeffrey Siedlecki
Michael Tuman
Jeffrey Warner

PROGRAMS

Jeffrey Siedlecki moved, seconded by Michael Tuman, to approve the following Program items, as indicated:

12.01 Approval of a field trip for select Choir/Band members to Brookdale Senior Living, Voorhees, NJ, on December 20, 2017.

12.02 Approval to accept funds from the Shamong Foundation for Educational Excellence, for the following grants, for the 2017-2018 school year:

| NAME | STAFF MEMBER(S) | AMOUNT |
|---|------------------------------------|------------|
| Critical Thinking @ Philadelphia Museum of Art (4th Grade Students) | Kimberly Shaw-Hartman | \$1,326.51 |
| Breakout EDU - Taking Breakout Rooms into the classrooms (6th Grade Students) | Alan Taylor | \$ 800.00 |
| Stretching Student Collaboration Skills with Breakout Education | Kristi Almond & Anastasia Hanneken | \$ 800.00 |

12.03 Approval of the Memorandum of Understanding Regarding Live Streaming of Video Surveillance between the Shamong Township School District and Law Enforcement, for the 2017-2018 school year, pending a meeting and review with NJSP.

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Susan Daniels
Jeffrey Siedlecki
Michael Tuman
Jeffrey Warner

POLICIES

Jeffrey Warner moved, seconded by Jeffrey Siedlecki, to approve the first reading of new policy, Series 3000, #3142.10, Acceptable Use of Internet and/or Equipment by Guests of the District.

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Susan Daniels
Michael Tuman Jeffrey Siedlecki
Jeffrey Warner

MEETING OPEN TO THE PUBLIC

Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 8:03 p.m. Michael Tuman thanked Kim Martin for her excellent presentation of the IMS music program. Melissa Ciliberti closed the public portion of the meeting at 8:05 p.m.

FUTURE DATES

Dates, times and locations of future events were provided, including:

- December 22: Winter Break (Early Dismissal)
- December 25-Jan 1: Winter Break (School Closed)
- January 2: Board of Education Reorg Meeting, IMMS Media Center, 7:00 p.m.
- January 15: Martin Luther King Day (School Closed)
- February 16: Teacher In-Service (School Closed - Students only)
- February 19: President's Day (School Closed)

ADJOURNMENT

Jeffrey Warner moved, seconded by Michael Tuman, to adjourn the meeting at 8:07 p.m.

AYES – FOUR

NAYS – NONE

ABSENT – Susan Daniels

Respectfully submitted,

Laura Archer
Business Administrator /
Board Secretary